

Risk Element

- Sprains/Strains;
- Cuts/Severs;
- Slips/trips and falls;
- Struck by moving objects;
- Electrocution;
- Eye injuries;
- Noise.

Precautions to Eliminate/Reduce Risk

- Only competent persons are to use the slotting machine. Young persons, must be supervised;
- Use equipment directed as in training instructions. If you are unsure, ask a Manager/Supervisor;
- Do not leave the machine until the machine has stopped;
- Do not attempt to touch workpiece while machine is moving;
- Ensure no protective clothing is loose/ long hair is tied back;
- Wear issued protective workwear, Eye protection, Gloves, Safety footwear, ear protection (if required);
- Ensure workwear is regularly laundered and no soiled rags/cloths are kept in pockets;
- Adopt good manual handling techniques in accordance with training where possible use lifting aids;
- Ensure work area is kept free of obstacles to prevent slips, trips and falls;
- Pre use check carried out any defects to be reported to Manager/Supervisor.

Safe Working Method

- Ensure tooling is correct and sharp;
- Ensure machine is stopped before carrying out any measurements etc.;
- Locate and ensure you are familiar with all machine operations and controls;
- Pre use check to ensure machine guards/emergency stop buttons are in place and machine in good working order;
- Ensure work piece is clamped securely;
- Do not touch work piece when machine is in operation;
- Do not leave machine unattended;
- Use mechanical aids if work piece is heavy;
- Be aware of other personnel using nearby grinding machines;
- Ensure plant is switched off when not in use;

Leave the machine and work area in a safe, clean and tidy state.